

**DEPARTMENT OF DEVELOPMENTAL SERVICES – SOUTH REGION  
JOB OPPORTUNITY  
CLINICAL NURSE COORDINATOR (GENERAL)**

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** Public  
**Position:** Clinical Nurse Coordinator (General)  
**Location:** Private Health Services, Norwich, CT  
**Job Posting No:** 090696  
**Hours:** Full Time, 70hrs/Bi-Weekly - Mon – Fri 9:00AM – 4:30PM  
**Salary:** HC 24 \$60,862 - \$82,411 (New employees to state service start at the beginning of the range)  
**Closing Date:** January 25, 2016

**Examples of Duties:** Job duties are consistent with the class specification. Duties include but are not limited to: Working under the direction of the Nurse Consultant, the incumbent will provide a variety of medical monitoring. Act on OBRA referrals, including new referrals, extensions and changes in condition, for DDS individuals and others with suspected developmental disabilities seeking nursing facility admission; assist families and CCH individuals with healthcare coordination, tracks short term stays for DDS individuals; may assist the Nurse Consultant in the monitoring of medical issues in various private sector agencies or Long Term Care facilities.

**Knowledge, Skills and Abilities:** Knowledge of nursing principles and clinical therapeutic models of patient and/or client care with emphasis on interdisciplinary team approaches as related to individuals with developmental disabilities. Knowledge of individual treatment planning including impact of medical insurance program requirements for reimbursement; knowledge of structure of services for individuals and their families in institutional and community oriented settings as related to individuals with developmental disabilities; knowledge of aftercare facilities; considerable interpersonal skills; oral and written communication skills.

**General Experience:** Three (3) years of professional nursing experience.

**Special Experience:** One (1) year of the General Experience must have been providing consultation and evaluating the assessment of nursing services provided to individuals with developmental disabilities.

**Substitutions Allowed:**

1. A Bachelor's degree in nursing may be substituted for one (1) year of the General Experience.
2. A Master's degree in nursing may be substituted for one (1) additional year of the General Experience.

**Preferred Experience:** Preference will be given to applicants with demonstrated community provider experience.

**Special Requirements:**

1. Incumbent must possess and retain in good standing a license to practice Registered Professional Nursing in the State of Connecticut.
2. Incumbent must possess and retain a valid Driver's license.
3. Incumbent will be required to travel.
4. Incumbent must be able and willing to adjust schedule to meet the needs of individuals served by the Agency and in emergency situations, which could mean holidays, weekends and off-hours.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Procedure for All Applicants:** Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at [www.das.state.ct.us/exam](http://www.das.state.ct.us/exam). Current State employees must also provide copies of their last two performance appraisals. Non-State employees must also provide two (2) letters of reference.

**All application materials must be received by 11:59 p.m. on the closing date indicated above.**

**Incomplete application materials will not be considered.**

**Application materials can be emailed, faxed, or mailed to:  
Department of Developmental Services — South Region  
35 Thorpe Avenue, Third Floor, Wallingford, CT 06492  
Attn: Recruiter**

**Email: [Barbara.Paradis@ct.gov](mailto:Barbara.Paradis@ct.gov) Phone: 203-294-5122 Fax: 860-920-3035**

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.